WASHINGTON STATE DEPARTMENT OF LICENSING

Washington Motorcycle Safety Program
Training Range/Skills Test Site Approval

Use this form to submit your training range/skills test site specifications. WMSP requires sites to comply with all administrative requirements and standards listed within the WMSP policies and procedures guidelines. Do not fax or mail documents or photos. Email this completed and signed form along with digital photos to:

Email: motorcycle@dol.wa.gov
Phone: (800) 962-9010

- One form required for each proposed site
- Submit all required digital photos
- Obtain DOL approval of site prior to conducting any rider education courses or license testing

Failure to submit all requested information will result in delay of processing and/or approval.

Applicant information

Contractor	Contract number

Name of site	Nearest cross street

Physical address	Registration phone number

City	State	ZIP code

Site restrictions
☐ No   ☐ Yes (explain) _____

Site layout   Proposed site is for: ☐ Training and testing   ☐ Testing (only)

Proposed curricula
☐ BRC   ☐ IRT   ☐ ERC   ☐ S/TEP   ☐ Other _____

Course type
☐ Standard (120' x 220' with at least 40' runoff on all four sides with no hazards/obstacles)

☐ Alternate (Size: _____ Runoff A-B _____ B-C _____ C-D _____ D-A _____)
   Smaller, less than full-size, without obstacles, hazards, and/or problematic surface issues.

☐ Modified (Size: _____ Runoff A-B _____ B-C _____ C-D _____ D-A _____)
   Modified ranges require a layout diagram which includes all paths of travel for training exercises and skills test components, identification of obstacle locations, hazards, potential risks, and/or problematic surface conditions.

Photographs (see reverse side for guidelines)

Required course photos	Identify and photograph any/all obstacles, hazards, or potential risks	Identify and photograph any problematic surface conditions
☐ Photo A1: showing corners A, B, C ☐ Photo A2: showing corners A, D ☐ Photo B1: showing corners B, C, D ☐ Photo B2: showing corners B, C ☐ Photo C1: showing corners C, D, A ☐ Photo C2: showing corners C, B ☐ Photo D1: showing corners D, A, B ☐ Photo D2: showing corners D, A	☐ Curbs ☐ Light poles ☐ Buildings ☐ Trees ☐ Planters ☐ Speed bumps ☐ Walls or fences ☐ Barricades ☐ Drop-offs ☐ Traffic	☐ Drains ☐ Grates ☐ Surface cracks ☐ Moss/Algae ☐ Pot holes ☐ Slippery areas ☐ Gravel/Debris ☐ Rough areas ☐ Uneven areas

I affirm that the information and photographs submitted is accurately represented. I have inspected this site and deem the layout and runoff areas to be safe and within WMSP standards.

_____   **X** _____
Date and place   Contractor signature

Guidelines for photographs

Site photos provide DOL with a 360-degree view of the proposed training range and/or skills testing site, run-off area, and surface conditions.
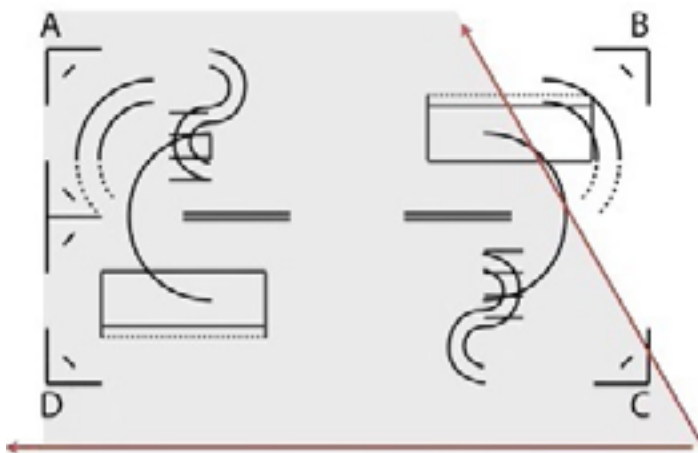
Photograph requirements

- Digital photographs with resolution ≥1024x768 each
- Photos must be clear with required visible elements
- A minimum of 8 photos per site (2 per corner)
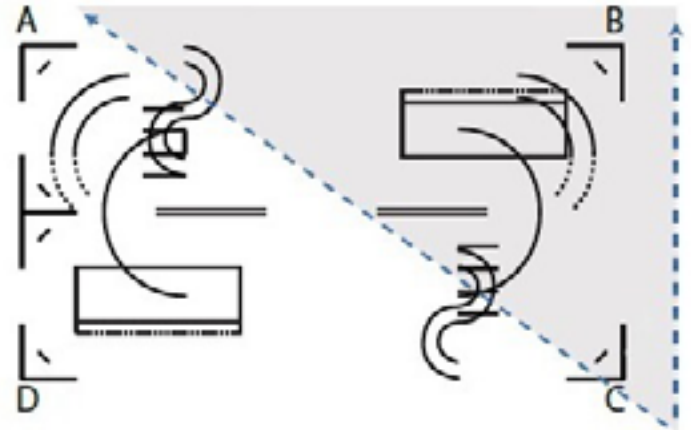- Satellite and/or aerial photos are not acceptable

Instructions

1. Before taking photos, place visible markers (that will be notable within photos) to show:
   - Training range: large traffic cones at each corner of proposed training area (e.g. Corner A, B, C, D)
   - Test Site (only): small cones where test components will be positioned. (e.g. Weave, Turn From Stop, U-Turn, Swerve, Curves)

2. Take two photos from each corner:
   - Photo #1: Include 3 corners of range: closest corner and two farthest corners.
     (see diagram (Corner C; Photo 1 area) gray shaded area within RED arrows)
     (see photo example: Corner C; Photo 1 showing corners C, D, and A)
   - Photo #2: Include 2 corners of range: closest corner and next (near side) closest corner.
     (see diagram (Corner C; Photo 2 area) gray shaded area within BLUE arrows)
     (see photo example: Corner C; Photo 2 showing corners C and B)

3. Take photographs of any/all obstacle locations, hazards, potential risks, and/or problematic surface conditions.

4. Save digital files with descriptive names. (e.g. Photo#A1-Corners A-B-C)

Photo area diagram

Corner C−Photo #1 Area

Corner C−Photo #2 Area

Photo examples

Corners C-D-A

Corners C-B